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DDA 87-1035
15 May 1987

MEMORANDUM FOR: Acting Director of Central Intelligence

FROM: William F. Donnelly
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 15 May 1987

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4. OIT informed the Office of Development and Engineering (OD&E) that it could not provide expanded cable distribution through the Cable Dissemination System (CDS) at this time. Adding to the workload of CDS, which is close to capacity, would further degrade service and risk shutting the system down completely.

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S E C R E T

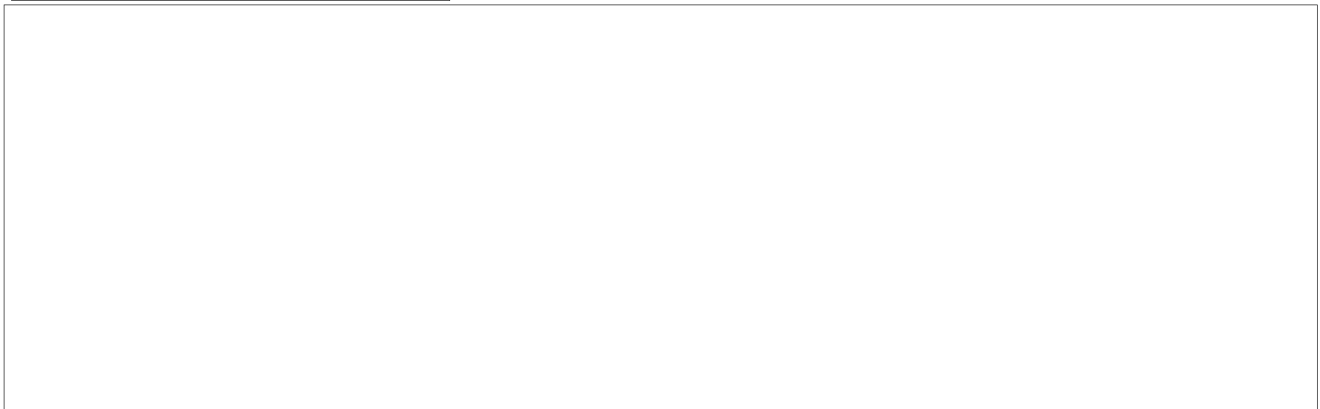
7. The Director of Personnel and Chairman of the Human Resource Modernization and Compensation Task Force provided additional briefings on this project to the Defense Intelligence Agency, the National Security Agency, and Congressional staffers. Both agencies were supportive of the project, and the staffers made some helpful suggestions.

8. Central Travel Services achieved a record savings of \$2,472,490 during the first quarter of 1987 through the use of government discount fares for Agency travelers.

9. The Office of Training and Education (OTE) is exploring the possibility of obtaining training for Agency scientists and engineers, specifically video broadcast training, for academic credit from the Rochester Institute of Technology.

10. To alleviate the backlog of training requests related to the new Secretarial Career System, OTE conducted a special running of the Career Management Workshop in the Headquarters Auditorium on 7 and 8 May 1987. One hundred nineteen secretaries and administrative assistants attended.

11. OTE is conducting its first one-week Arabic total immersion course at this week.



W.F.D. William F. Donnelly